



## INDIANA DEPARTMENT OF ENVIRONMENTAL MANAGEMENT

*We Protect Hoosiers and Our Environment.*

*Mitchell E. Daniels Jr.*  
Governor

*Thomas W. Easterly*  
Commissioner

100 North Senate Avenue  
Indianapolis, Indiana 46204  
(317) 232-8603  
Toll Free (800) 451-6027  
[www.idem.IN.gov](http://www.idem.IN.gov)

June 20, 2012

RE: CSO Discharge Monitoring Reports (DMRs)  
Completion Instructions  
County

Combined sewer overflows (CSOs) are allowed to discharge only in compliance with the NPDES permit. When flows in a combined sewer system exceed conveyance or treatment capacities of the system during wet weather periods, including rainfall and snow melt, at the outfalls specifically listed in the NPDES permit, these CSO events shall be reported on the attached CSO DMRs. Even if zero (0) CSO overflows occur during the month, the CSO DMR must still be submitted every month, along with the permittee's regular Discharge Monitoring Report (DMR), if applicable. CSO DMRs must also be maintained at the site for at least three years. **Beginning June 20, 2012, the new attached CSO DMRs will be utilized as the only accepted form for reporting wet-weather CSO overflows.** One copy of the form has been enclosed in order for the community to have an original for making copies for future monthly reporting. The form will also be available on our web site at [http://www.in.gov/idem/5157.htm#owq\\_wastewater](http://www.in.gov/idem/5157.htm#owq_wastewater), however the form may be submitted electronically. If a community has more than three (3) outfalls, the other overflows will be recorded on the page titled "NPDES CSO DMR Additional Outfalls Page." The Additional Outfalls pages will be added, with four (4) outfalls recorded per page, until each individual CSO can be reported, whether or not a specific outfall experienced an overflow throughout the month. If a community does not have more than three outfalls the Additional Outfalls page will not be utilized. A completed example CSO DMR has been attached for your information, in order to give clarity on the proper manner in which to complete the form.

**Only overflow events that occur as a result of a measurable precipitation event of 0.10 inches or greater shall be reported on the CSO DMRs.** Overflows which occur without an accompanying precipitation event are termed Dry Weather Overflows (DWOs), and overflows which occur from a separate sanitary sewer segment are termed Sanitary Sewer Overflows (SSOs). Both DWOs and SSOs are strictly prohibited and must be reported utilizing the Bypass/Overflow Incident form within twenty-four (24) hours of the event.

Bypasses of treatment facilities are subject to the provisions of Part II.B.2 and reporting requirements contained in Part II.C of the NPDES permit. It is important to note CSO overflows are not to be recorded on the permittee's regular DMR in the Bypass section. **Wet weather discharge(s) from permitted CSO Outfall(s) identified in Attachment A of the NPDES permit are to be recorded only on the CSO DMR.** CSO Outfall(s) not specifically listed in the Permit shall be reported on the Bypass/Overflow Incident form within twenty-four (24) hours of the event.

The CSO DMRs must be completed in a uniform manner throughout all of the CSO communities. The following definitions will be utilized in order to maintain consistency on all CSO DMRs:

Monitoring Period - The period reported includes the entire calendar month from the first day to the last day of each month.

Day - Includes the entire period for each calendar day from 12:01 A.M. (0001 Hours) to 12:00 P.M. (2400 Hours), reported in twenty-four-hour military time or utilizing A.M. and P.M..

Precipitation - Precipitation must be measured to the closest 0.10" of the precipitation event over a day period, from the precipitation gauge located in close proximity to each CSO outfall.

Precipitation events include rainfall, snow fall, and snow melt.

Time Discharge Begins - The time (either twenty-four-hour military or A.M. and P.M.) when each overflow or representative overflow begins to discharge from the monitoring point identified in the NPDES permit for the overflow. This time can be reported as either metered/measured or estimated.

Event Duration - Duration will be reported in hours for each outfall for each day. Only the number of hours for each day should be reported on the appropriate line. If an overflow event lasts more than one day the additional time of overflow should be reported on the appropriate line. The event discharge can also be reported as either a metered/measured or estimated. If it is metered or measured an attachment must be submitted describing the method(s) utilized.

Event Discharge - Discharge from each overflow or approved representative overflows should be reported in Million Gallons per Day (MGD) and as metered/measured or estimated. If an overflow event lasts more than one day the additional amount discharged should be reported on the appropriate line. If it is metered or measured an attachment must be submitted describing the method(s) utilized.

Principal Executive Officer - CSO DMRs must be signed by the proper officials, as outlined in 327 IAC 5-2-22 (b-d) and 327 IAC 5-2-8(14), with the understanding of the penalties for submitting false information.

Representative Overflow - Approval must be granted in writing from IDEM before representative CSO overflow points may be utilized on the CSO DMR. If

approval has not been granted to utilize representative overflow points, all CSO outfalls must be reported on the CSO DMRs.

No CSO Discharge Occurred - The box denoting no CSO discharge occurred may only be checked if none of the CSO points listed in the NPDES permit had an overflow as a result of wet weather.

Influent Flow - The total amount of flow for each day (as defined above) that enters the WWTP at its designated monitoring point. Influent Flow will be recorded in Million Gallons per Day (MGD).

Peak Influent Flow Rate - The peak, or maximum, amount of influent flow entering the WWTP at its designated monitoring point. Peak Influent Flow will be recorded in Million Gallons (MG).

Design Peak Influent Flow - The established design peak influent flow established in the design criteria for the WWTP and should also be documented in the CSO Operational Plan.

The CSO DMR form shall be submitted to:

Indiana Department of Environmental Management  
Office of Water Quality  
Mail Code 65-42CB  
100 North Senate Avenue  
Indianapolis, IN 46204-2251

If you have questions regarding this form or the proper manner in which these must be filled out, please contact H.T. Pham at (317) 233-8770 or [htpham@idem.in.gov](mailto:htpham@idem.in.gov).

Sincerely,

Mark Stanifer, Chief  
Compliance Branch  
Office of Water Quality

Enclosures